

Archaeological Predetermination and Survey Review

Handout #26 – Revised 2/25/04



Archaeological Predetermination

What is the purpose of an Archaeological Predetermination?

An archaeological predetermination is a method to determine whether cultural resources exist on a particular site without the cost or time expenditure of a full Archaeological Survey.

When the County believes that an archaeological site may be affected by a proposed activity, an archaeological predetermination is required. If the predetermination determines that an archaeological site is likely to be affected by the proposed activity, further study, and possible mitigation measures, are required.

If the predetermination determines that an archaeological site is not likely to be affected by the proposed development, then the proposed activity may proceed through the development review process without further archaeological study.

When is an Archaeological Predetermination required?

An archaeological predetermination is required for all development applications that:

- Are subject to the State Environmental Protection Act (SEPA) review;
- Have sites within a "20-100% probability area" as defined on the Clark County Archaeological Predictive Model Map, and have a moderate to high impact of ground disturbance; and/or,
- Have sites that are within 1320' of a registered archaeological site or 500' of a known but not registered archaeological site.

The Archaeological Predictive Model map is available for viewing at www.clark.wa.gov, then click on Maps Online.

The applicant will be notified at the Pre-Application Conference if an Archaeological Predetermination is required for their project.

The applicant may choose to use an Archaeologist of their choice rather than using the county service for an Archaeological Predetermination. A copy of this information handout should be given to the archaeologist performing the service.

What is required in an archaeological predetermination report?

The predetermination report should contain at a minimum the following sections. Please refer to the Washington State guidelines (see [Attachment A](#) for Predetermination Report Submittal Requirements).

- A. Purpose of the Project and Location of the Project Area
Include the name of the investigator, a reference to the identification of the archaeological site potentially affected by the proposed activity and the section, township and range of the proposed activity.
- B. Description of the Project Area
Include a description of the proposed activity and the surrounding area. Describe the topography, soils and vegetation found at the site. Identify any disturbances that have already occurred.
- C. Method and Results
The archaeologist should use professional judgement as to appropriate study methodology. Standard evaluation should include:
- Review of topographic and environmental maps;
 - Review of archaeology site maps as provided by OAHP;
 - A field visit, including multiple survey transects; and,
 - Subsurface probing, where appropriate.
- If site conditions prohibit such study, this should be indicated in the report. Identify artifacts found on the site. All areas of the subject parcel should be evaluated as to their potential (low, medium or high) to contain prehistoric cultural resources. These ratings should be shown on a map with an explanation of criteria used to determine archaeological rating.
- D. Summary and Recommendations
Summarize findings and provide a recommendation for further study or actions, if needed.
- E. Maps
Provide a map of the surveyed area indicating specific area surveyed, location of all subsurface cores, mineral soil exposures, areas of recent disturbance, isolated artifacts, contemporary structures and features.

What is the application procedure?

Submit a completed application form, **\$464 + \$64/acre over 5 acres** and other required information to the Public Service Center, Customer Service Center, 1300 Franklin Street, Vancouver, WA. These documents will be forwarded to the Archaeological Review Coordinator for a completeness review, and then routed to the County Contract Archaeologist.

The County Contract Archaeologist will perform a field visit and conduct the necessary research. Within 21 calendar days of receiving the application packet, the Contract Archaeologist will forward a Predetermination Report to the Archaeological Review Coordinator. Copies of the report will be distributed to the applicant and the Washington State Office of Archaeology and Historic Preservation in Olympia.

If the applicant is submitting an Archaeological Predetermination from their archaeologist, one (1) copy must be submitted with a complete application form and a **\$375** review fee. The predetermination report will be reviewed within 21 calendar days. Please see *Attachment A* for predetermination report requirements.

What are the submittal requirements for an archaeological predetermination request?

The following checklist identifies information to be included with the archaeological predetermination application. All items with a bold underlined space (i.e., **___**) must be submitted before the application will be considered “**Counter Complete.**” All incomplete applications will be returned to the applicant.

1. **___** APPLICATION FORM - The Application Form shall be completed and original signed in ink by the applicant.
2. **___** APPLICATION FEE - The fee for an Archaeological Predetermination shall accompany the application. Make checks payable to “Clark County Community Development.”
3. **___** VICINITY MAP - With the site clearly identified.
4. **___** QUARTER SECTION MAP - With the site clearly identified.
5. **___** PROPOSED SITE PLAN showing the following:
 - ☐ Property boundary
 - ☐ North Arrow
 - ☐ Locations of all water features
 - ☐ Location of existing buildings and paved areas
 - ☐ Proposed construction areas including grading

After the Predetermination is completed, what happens next?

The Predetermination Report will include findings and a list of required actions. The action items must be completed prior to various stages of the development, as specified in the report.

What happens if artifacts are found on my property during the predetermination study?

If artifacts are found during an archaeological predetermination, further archaeological study will be required.

What do I need to know about choosing an archaeologist?

As specified under state law, archaeologists conducting archaeological work within the state of Washington must meet certain educational/training requirements as well as documented experience in the field of archaeology. The Washington State Office of Archaeology and Historic Preservation provides an up-to-date list of professional archaeologists on their web site at: <http://www.oahp.wa.gov/archcn.doc>.

Definitions:

Under state law ([Washington Administrative Code (WAC) 25-48-020] "Professional Archaeologist means a person:

- Has designed and executed an archaeological study as evidenced by a thesis or dissertation, and has been awarded an advanced degree such as an MA, MS, and/or PhD from an accredited institution of higher education in archaeology, anthropology or history or other germane discipline with a specialization in archaeology;

- Has a minimum of one year of field experience with at least twenty-four weeks of fieldwork including no less than twelve weeks of survey or reconnaissance work, and at least eight weeks of supervised laboratory experience;
- Has twenty weeks of field work in the supervisory capacity (WAC 25-48-020); and,
- “Professional Archaeologist” capacity must be documentable with a report produced by the individual on the fieldwork.

Also, under the Revised Code of Washington (RCW) 27.53.030, “Qualified Archaeologist” means a person who:

- Has had formal training and/or experience in archaeology over a period of at least three years; and,
- Has been certified in writing to be a qualified archaeologist by two professional archaeologists.

Given the above requirements, predetermination reports conducted by consultants must be accompanied by the following information before the county will review an archaeological predetermination report:

- ☐ A curriculum vitae detailing his/her formal training and experience in archaeology; and,
- ☐ Written certification that the consultant is a qualified archaeologist by two professional archaeologists.

Where do I find an archaeologist?

An up-to-date list of archaeologists is available on the Office of Archaeology and Historic Preservation web site. Here is the web address: <http://www.oahp.wa.gov/archcn.doc>.

Archaeological Survey

When is an Archaeological Survey required?

If the archaeological predetermination report concludes an archaeological survey is needed, the applicant will be required to submit an archaeological survey to the county prior to preliminary approval of the formal development application.

What is the submittal and review process?

When an archaeological survey is required, it must be submitted directly to the Archaeological Review Coordinator. Please use the attached cover sheet marked “*Archaeological Survey Report Cover Sheet*” to submit **one** (1) copy of the archaeological survey. Due to the sensitivity of the information, archaeological surveys and maps are not subject to the Public Records Acts and, therefore, are not kept in the case file.

The Archaeological Review Coordinator will route the survey to the county contract archaeologist for review and correction or approval. The written decision will be issued within 21 calendar days from receipt of the survey.

What is included in an Archaeological Survey?

An archaeological survey should result in a report addressing the significance of the cultural resources present on the site and recommending appropriate mitigation measures, which may include but are not limited to the following:

- Avoidance or non-disturbance;
- Recording the site with the State Office of Archaeology and Historic Preservation;
- Re-interment in the case of grave sites;
- Covering the site with a nonstructural surface to discourage pilferage (e.g., maintained grass or pavement);
- Excavation and recovery of resources; and
- Inventorying prior to covering of resources with structures or development.

Upon completion of the mitigation measures, construction may begin on the development.

**Public Service Center
Department of Community Development
1300 Franklin Street
P.O. Box 9810
Vancouver, WA 98666-9810
Phone: (360) 397-2375; Fax: (360) 397-2011
Web Page at: <http://www.clark.wa.gov>**

Attachment A

Archaeological Predetermination Report Submittal Requirements

General Information

- ☐ Case Number:
- ☐ Applicants Name:
- ☐ Property Owners Name:
- ☐ Staff Planner:
- ☐ Parcel Number:
- ☐ Location:
- ☐ Quadrangle:
- ☐ Township/Range/Section/Quarter Section:
- ☐ Number of Acres:
- ☐ Description of Proposal:
- ☐ Reason Archaeological Predetermination is needed:

Field Inspection

- ☐ Date of inspection:
- ☐ Describe the proposed project's locational characteristics including: topography, hydrology, wetlands, and any prominent features located on or near the proposed project:
- ☐ Describe current use of the proposed project area:
- ☐ Describe vegetation:
- ☐ Describe search procedures:
- ☐ Indicate the percent of mineral soils exposed in survey area:
- ☐ Describe and quantify the amount of subsurface probing and/or manual surface exposing activities that were carried out:
- ☐ Were soils screened? If yes, indicate screen mesh size:
- ☐ Describe soils.
- ☐ Results:
- ☐ Recommendations:

Name(s) of archaeologist(s) completing this form:

Address(es):

Affiliation:

Use this cover sheet when you are submitting an Archaeological Survey completed by your Archaeologist.



Archaeological Survey Report Cover Sheet

Form DS1655 Revised 1/12/04

CONFIDENTIAL: DO NOT COPY OR DISTRIBUTE

Project Name:	
Case Number:	
Location	<i>Tax Lot ____ (#), etc.</i>
Request	
Applicant:	
Archaeologist:	
Property Owner:	

Mail or deliver to:

Archaeological Review Coordinator – CONFIDENTIAL

Clark County Public Service Center
Department of Community Development
PO BOX 9810, 1300 Franklin Street
Vancouver, WA 98666-9810

DEVELOPMENT REVIEW APPLICATION FORM

(Form DS1000-Revised 12/4/03)



PROJECT NAME:		
TYPE(S) OF APPLICATION (See Reverse Side):		
DESCRIPTION OF PROPOSAL:		
APPLICANT NAME:	Address:	
E-mail Address:	Phone and Fax:	
PROPERTY OWNER NAME (list multiple owners on a separate sheet):	Address:	
E-mail Address:	Phone and Fax:	
CONTACT PERSON NAME (list if not same as APPLICANT):	Address:	
E-mail Address:	Phone and Fax:	
PROJECT SITE INFORMATION: Site Address:		Comp Plan Designation:
Cross Street:	Zoning:	Serial #'s of Parcels:
Overlay Zones:	Legal:	Acreage of Original Parcels:
Township:	Range:	¼ of Section:

AUTHORIZATION

The undersigned hereby certifies that this application has been made with the consent of the lawful property owner(s) and that all information submitted with this application is complete and correct. False statements, errors, and/or omissions may be sufficient cause for denial of the request. This application gives consent to the County to enter the properties listed above.

Authorized Signature _____

Date _____

Assigned at Customer Service Center	CASE NUMBER:	
	WORK ORDER NUMBER:	

APPLICATION TYPES

If you have any questions regarding the type of application being requested, our Customer Service Center will be happy to assist you.

- ☐ Annual Review
- ☐ Appeal
- ☐ Boundary Line Adjustment and Lot Reconfiguration
- ☐ Conditional Use

Environmental/Critical Areas:

- ☐ Archaeological
- ☐ Critical Aquifer Recharge Area (CARA)
- ☐ Columbia River Gorge
- ☐ Forestry + (Moratorium Waiver, Moratorium Removal, Class I, Class IVG or COHP)
- ☐ Floodplain
- ☐ Geological
- ☐ Habitat
- ☐ Historic
- ☐ SEPA
- ☐ Shoreline
- ☐ Wetland

Land Division:

- ☐ Binding Site Plan
- ☐ Final Plat
- ☐ Plat Alteration
- ☐ Short Plat (___ Infill)
- ☐ Subdivision (___ Infill)

Miscellaneous:

- ☐ Addressing
- ☐ Accessory Dwelling
- ☐ Covenant Release
- ☐ Garden Shed Setback Waiver
- ☐ Home Occupation
- ☐ Legal Lot Determination & Innocent Purchasers Determination
- ☐ Non-Conforming Use Determination
- ☐ Reconstruct Letter
- ☐ Sewer Waiver
- ☐ Shooting Range
- ☐ Sign

Planning Director Review:

- ☐ Post Decision
- ☐ Pre-Application Conference
- ☐ Pre-Application Waiver
- ☐ Public Interest Exception
- ☐ Similar Use
- ☐ Temporary Use
- ☐ Other

- ☐ Planned Unit Develop/Master Plan
- ☐ Road Modification
- ☐ Site Plan
- ☐ Variance
- ☐ Zone Change